

STATUTES

Name in full of the Elector who seconds the proposer. \_\_\_\_\_

Designation (if any) and address of the seconder. \_\_\_\_\_

Serial No. in the Electoral Roll \_\_\_\_\_

Signature of the Seconder \_\_\_\_\_

Date \_\_\_\_\_

Declaration by the candidate \_\_\_\_\_

I declare that I am a citizen of India.  
 I agree to be a candidate for the election.  
 Date.....  
 \_\_\_\_\_  
 (Signature of the Candidate)

- Note :
1. The Name of the Candidate, Proposer and Seconder must correspond to the Names as given in the Electoral Roll.
  2. A nomination paper which does not comply with the formalities noted above will be rejected.

**Withdrawal Form**

I withdraw my candidature from election to the Court from the Alumni Association.

Name \_\_\_\_\_

Place \_\_\_\_\_

Date \_\_\_\_\_

Time \_\_\_\_\_

(Signature of the Candidate)

Attested by :

Name \_\_\_\_\_

Designation \_\_\_\_\_

Signature \_\_\_\_\_

Note : The withdrawal should be attested by a member of the Court, the Executive Council or the Academic Council of the University.

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APPENDIX - F

*Rules for Election to the Court under the provisions of Statute 2(1) (xvii) and (xviii).*

1. A. The election shall ordinarily be held in anticipation of vacancies about to occur by efflux of time.

B. A person shall not be qualified to be elected unless he-

- (a) is citizen of India;
- (b) is not less than 21 years of age on the last date fixed for the receipt of nominations; and
- (c) possesses such other qualifications as are prescribed by the Statutes.

2. The term of all the members elected to fill the vacancies occurring with the efflux of time shall begin from the date on which the result of the election concerning anyone of such vacancies is declared or from the date on which such a vacancy occurs, whichever is later, irrespective of the fact that any other such vacancy is filled after the said date. This Rule, in so far as may be, would equally apply to an election where seats are filled in for the first time.

3. Except as otherwise provided, the Registrar shall be responsible for the election.

4. The following procedure shall be adopted for the election:

- (A) (i) The Registrar shall prepare an electoral roll of the members of the Court eligible to vote at the election. This electoral roll will be published at least 25 days before the date of election.
- (ii) The Vice-Chancellor shall have the authority to correct the roll by adding, altering or omitting any name if any omission or wrong entry is brought to his notice at any time before the election. Such corrections shall be duly notified.
- (iii) Only those persons whose names are inscribed on the electoral roll shall be entitled to vote at the election.
- (iv) The notice of election stating the time and date for receiving nominations, for scrutiny of nomination papers and the date of election shall be forwarded to each elector then on the electoral roll at least 15 clear days before the date of election.
- (v) Any two electors may nominate as a candidate any other person entitled to seek election by sending to or delivering at the office of the Registrar a nomination paper duly filled in before the expiry of the time fixed for the receipt of nominations.

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- (vi) Nomination paper shall be in the prescribed form. It shall contain the names in full of the two electors and of the candidate nominated and shall be dated and signed by the said electors. No person shall be nominated as a candidate for election unless he signifies his consent on the nomination paper.
- (vii) As soon as possible, after the last day fixed for the receipt of nominations, at a time and place fixed by the Vice-Chancellor and notified in the notice of election, any person or persons nominated by the Vice-Chancellor shall scrutinize the nomination papers. The candidate or his agent duly authorised by him in writing in this behalf shall be entitled, to be present at such scrutiny. The agent so authorised must be an elector in the election. A nomination paper which does not comply with the requirements shall be rejected.
- (viii) Any candidate aggrieved at such scrutiny may appeal to the Vice-Chancellor by 4.00 P.M. of the working day immediately following the date of scrutiny. The Vice-Chancellor shall decide the said appeal forthwith after hearing those candidates who desire to be heard. In case such an appeal is filed, a notice stating the date, time and place fixed by the Vice-Chancellor for hearing the candidates will be pasted on the notice board of the University provided that where the appeal is against the acceptance of the nomination paper of any candidate a copy of the notice shall also be sent to such candidate.
- (ix) After the scrutiny, the list of validly nominated candidates giving in full their names, addresses and designations, if any, shall be posted to each such candidate and to every elector at his address as given in the electoral roll at least 3 clear days before the date of election.
- (x) If after the scrutiny of the nomination papers or immediately before the poll is taken, it is found that:
  - (a) the number of candidates validly nominated is less than the number to be elected, all the candidates so nominated shall be declared duly elected and the Vice-Chancellor will specify another date for receiving fresh nominations for filling the remaining vacancy or vacancies. (These Rules, in so far as they may be applicable, will also apply in such a situation);
  - (b) the number of candidates validly nominated is equal to the number to be elected, the candidates so nominated shall be declared duly elected.
- (xi) The election, if necessary, shall be held at the meeting of the University Court convened for the purpose.

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- (xii) It shall be open to a candidate to withdraw from the election at any time before the poll is taken, either personally in the meeting or by sending to the Registrar, so as to reach him before the hour fixed for the meeting, an intimation of withdrawal in writing signed by the candidate and attested by an elector.
- (xiii) The Vice-Chancellor may, in the event of any emergency of which he shall be the sole judge, increase or reduce the time for any step contemplated in Sub-Clause (i), (ii), (iv), (v), (vii), (viii) and (ix) above to such extent as he may deem necessary.
- (B)(i) If at any time before the commencement of poll the Vice-Chancellor is satisfied that any person whose name is inscribed on the electoral roll has ceased to be a member of the Court, the Vice-Chancellor shall have the authority to strike off the name of that person from the electoral roll.
  - (ii) If a candidate whose nomination has been found valid on scrutiny and who has not withdrawn his candidature dies before the commencement of the poll, the Registrar shall, upon being satisfied of the fact of the death of the candidate, countermand the poll and shall invite fresh nominations for the vacancies to be filled :
 

Provided that no further nomination shall be necessary in the case of a person who was a contesting candidate at the time of the countermanding of the poll.
  - (iii) If any person becomes a member of the Court after the last date of the receipt of nominations, he shall not be entitled to challenge the election on the ground that he did not have an opportunity of nominating any person as a candidate.
  - (iv) If immediately before the poll is taken, it is found that the number of candidates remaining in the field exceeds the number to be elected, election will be held in accordance with the system of proportional representation by means of the single transferable vote.
- (C) *Procedure for Voting :*
  - (i) When election become necessary, the Vice-Chancellor will appoint a person as Election Officer to conduct and supervise the election.
  - (ii) The Vice-Chancellor or the person presiding at the meeting of Court shall fix the time when the voting will commence and close and shall adjourn the meeting of the Court for that purpose for such duration as he may deem fit.
  - (iii) The polling centre will be as near the place of meeting as practicable.
  - (iv) The voting shall be by secret ballot.

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- (v) Before the polling commences, the Election Officer shall show to the persons present at the polling centre that the ballot box is empty and then shall lock it and seal it for use.
- (vi) The polling centre will have such number of compartments as the Election Officer may think necessary to enable the electors to record their votes.
- (vii) The Election Officer shall count and check for verification the ballot papers given to him.
- (viii) The Election Officer shall ascertain the serial number of the elector and check his name in the electoral roll when he comes at the polling centre to cast his vote.
- (ix) The Election Officer shall obtain the signature of the elector against his name on the electoral roll and then issue him a ballot paper.
- (x) The elector on receiving the ballot paper shall forthwith proceed to one of the compartments where he/she shall mark the ballot paper and after folding it put into the ballot box. The Election Officer will ensure that the ballot paper has been put into the ballot box in his presence.
- (xi) Every elector shall vote without undue delay and shall quit the polling centre as soon as he has put his ballot paper in the ballot box.
- (xii) If an elector spoils his ballot paper inadvertently he may be given another and the spoiled paper shall be cancelled by the Election Officer.
- (xiii) If an elector after obtaining the ballot paper for the purpose of recording his vote decides not to use the same he shall return the ballot paper to the Election Officer. The ballot paper so returned shall be immediately cancelled and kept in the custody of the Election Officer.
- (xiv) No elector shall be allowed to enter the polling centre for recording his vote before or after the expiry of the period fixed for the purpose.
- (xv) Immediately after the election is over, the Election Officer shall seal the slit of the ballot box in the presence of person/persons present at the polling centre and send the ballot box to the Registrar alongwith the keys of its lock duly sealed in a separate cover:

Provided that the Vice-Chancellor may direct that the counting of votes will take place immediately after the poll is over, in which case it shall not be necessary for the Election Officer to seal the ballot box; he shall entrust the custody of the same to the Registrar who shall forthwith proceed with the counting of votes.

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- (xvi) For any sufficient cause, the Vice-Chancellor may adjourn the poll to a date to be notified later. Whenever a poll is adjourned, the Vice-Chancellor shall, as soon as may be, fix another meeting of the Court for holding election.
- (D) The counting of votes will be done and the result tabulated in accordance with the Rules set out in Appendix 'X' to the Statutes.
- (E) (i) After the counting is completed, the Registrar shall forthwith report to the Vice-Chancellor the result of the counting.
- (ii) On the result being reported as aforesaid, the result of counting, showing for each candidate the number of first votes obtained and the successive additions to or subtractions from the number till the candidate was excluded or elected, shall be published by the Registrar. The voting papers, shall be destroyed after two weeks unless directed by the Vice-Chancellor to be preserved even thereafter.